**Women’s Club at UCF, Inc.**

Meeting of Board & Executive Committee

Panera Bread

Friday, November 11, 2016

**Welcome**: Meeting was called to order at 9:20 a.m. by President, Kathy Weise.

**Members present**: Sarah Magann, Lynn Moharam, Margaret Osteen, Martha Ricard, Teresa Riedel, Ruthie

Rieder, Jen Rupert, Dell Shadgett, Judy Simonet, and Kathy Weise

Beth Barnes, Gail Dressel, Karen Monteleone, Maggie LeClair, Roberta Shoopman were unable to attend.

**Vice President:** It was noted that we have 137 members, of which 18 are new members. Three individuals will be moved to inactive status. They will be reinstated when their dues are paid.

**Secretary:** Teresa Riedel October 14th minutes were approved by e-mail and have been posted to the website.

**Treasurer:**  Lynn Moharam The current balance in the checking account is $15,035.18 as of 10/12/2016. The balance in the Share Savings Account is $5,031.53 as of 10/31/2016.

The annual filing of Form 990-N with the IRS has been filed (due 11/15/2016).

Non-Event Event: As of 11/10/2016, $10,217 has been received from 54 members. Although we would like to

wrap-up the campaign by November 14, donations to our scholarship accounts will always be gratefully welcomed.

**Scholarship Report:** Balances in the scholarship funds are as follows:

First Ladies Undergraduate Spendable $12,944.82 and Endowed $164,729.58.

Sheila B. Somerville Graduate Spendable $7,360.64 and Endowed $105,117.74.

**Website:**  Jen Rupert Please continue to use the calendar on the website to view interest group activities.

**Sunshine:** One “thinking of you” card has been sent to Pam Sain.

**Holiday Cookie Exchange:** Mon. Dec. 12th, 5 p.m.-7 p.m. Jen Rupert has agreed to host this year’s event. Ranetta Guinn has agreed to chair this event. Please remember to bring an appetizer. The budget will cover paper supplies and wine.

**Newsletter:**  Ruthie Rieder The Fall newsletter was distributed to all members. The next newsletter will give information about the success of our Non-event fundraiser. There will also be a section on what keeps members connected to the club. All board members are invited to contribute their thoughts on this topic.

All interest group reports should be submitted through Judy Simonet.

**Clothing Sale:** Unfortunately, we will not be having a sale this year due to lack of finding a facility to conduct the event after searching for an appropriate location and approaching multiple organizations.

**Fall Luncheon Meeting:** Martha Ricard When working with Fairwinds Alumni Center on Fall Luncheon Meetings, it is important to remind them the Office of the President authorizes the WCUCF to have one free event per year at the center. Going forward, the club treasurer will be a member of both Fall and Spring Luncheon Meeting planning committees.

**Spring Luncheon Meeting:** Martha Ricard The speaker for the spring meeting will be Pamela Carroll, Dean of the College of Education and Human Resources. This event will be held at Rio Pinar Country Club on Monday, April 24th, 2017. A biography of the speaker will be created to be included in our program.

**Business Cards/Brochures:** Kathy Weise—1000 business cards and 250 brochures have been printed by Vistaprint. Kudos to new member Keri Jenssen for all her help with the printing order. Copies were distributed to the board/executive committee members present. The remaining cards/brochures are with the club secretary.

**Club Planning Calendar:**

December Board Meeting has been cancelled.

Holiday Coffee – Tuesday, December 6th, 10 a.m.-12 a.m. Burnett House. This is for members only.

Cookie Exchange – Mon. Dec. 12th, 5 p.m.-7 p.m. Jen Rupert has agreed to host this year’s event. Ranetta Guinn has agreed to chair this event.

Spring Luncheon Meeting – Monday, April 24, 2017. This event will be held at Rio Pinar Country Club. Maggie confirmed the Dean of Education and Human Performance, Sissi Carroll, will speak.

The meeting was adjourned at 10:15 a.m.

Respectfully submitted,

Teresa Riedel

Secretary